

MINUTES
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE
Monday, June 10, 2013
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL

Diana Brown*	<u>X</u>	Sandy Popp	<u>X</u>
Brandon Cooper	<u> </u>	Cole Runge	<u>X</u>
Pat Finder-Stone	<u>X</u>	Mary Schlautman	<u>X</u>
Chris Hasselbacher	<u>X</u>	Julie Tetzlaff	<u> </u>
Kathy Hillary	<u> </u>	Derek Weyer	<u>X</u>
George Jackson	<u>X</u>	Tina Whetung	<u>X</u>
Debbie Johnson	<u>X</u>	John Withbroe	<u> </u>
Patty Kiewiz	<u>X</u>	Vacant – BC Exec.	<u> </u>
Byia Martin	<u>Exc</u>	Vacant – BC Board	<u> </u>
Barbara Natelle	<u> </u>	Vacant – BC Human Svcs	<u> </u>

OTHERS PRESENT: Lisa J. Conard, Essie Fels, *Denise Misovec for Diana Brown, and Tom Wittig.

ORDER OF BUSINESS

C. Runge began the meeting at 10:00 a.m.

1. Approval of the December 10, 2012, Transportation Coordinating Committee meeting minutes.

A motion was made by T. Whetung, seconded by P. Kiewiz, to approve the December 10, 2012, Transportation Coordinating Committee meeting minutes. Motion carried.

2. Discussion of the Wisconsin Department of Transportation's decision to have urbanized areas of 200,000 or more people administer their own Section 5310 programs.

C. Runge presented the staff report.

In July of 2012, a new federal transportation authorization was signed into law. The new law, MAP-21, combined the Section 5310 and New Freedom Programs to create the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program. This new program is still designed to enhance mobility for seniors and people with disabilities, and the activities that were eligible for funds under the former Section 5310 and New Freedom Programs continue to be eligible activities under the new program. However, WisDOT has decided that it will not administer the new 5310 Enhanced Mobility Program in the Green Bay Urbanized Area or in other urbanized areas in Wisconsin that exceed 200,000 people. This means that a local administration process must be developed by the Metropolitan Planning Organization (the Brown County Planning Commission) and local public transit operator (Green Bay Metro) to allow the funds associated with the new program to be distributed in the Green Bay area.

The first step in developing a locally-administered Section 5310 program is identifying a Designated Recipient (DR) that will act as the fiscal agent for the program. According to representatives of WisDOT and the Federal Transit Administration (FTA), the most appropriate DR in the Green Bay area would be Green Bay Metro because of Metro's experience with similar federal funding programs. The Green Bay Transit Commission approved the identification of Metro as the Section 5310 DR in May. The Brown County Planning Commission (BCPC) Board of Directors endorsed this designation in June.

The next step will be to develop a memorandum of understanding (MOU) between the Brown County Planning Commission and Metro that identifies each organization's administrative responsibilities for the program. This MOU will be presented to the BCPC Board of Directors and Green Bay Transit Commission in the near future.

C. Runge stated that staff will also be required to prepare a "recipient coordination and management plan."

C. Runge noted that because the area has reached 200,000+ in population, the area will receive a direct program allocation in lieu of competing for projects statewide. Estimates indicate that the area will receive \$155,000 per year.

S. Popp asked how much we typically receive.

C. Runge stated that the Red Cross has been the only past recipient and their vehicle requests have been less than the \$155,000 per year.

C. Runge stated that Metro would be able to accept 10% of the allocation to cover administrative costs.

C. Runge stated that staff's goal is to begin an application cycle in the fall of 2013 with applications due in early 2014.

C. Runge stated that staff plans to recommend that the BCPC Board of Directors approve the distribution of 5310 program funds because the BCPC represents the entire county and is not a potential applicant. C. Runge also stated that staff believes that the TCC would be the most appropriate advisory committee to the BCPC Board of Directors for this program because the TCC members represent agencies and people in the community that are associated with the 5310 program.

C. Runge noted that with the changes to the 5310 program, entities other than Red Cross might apply for funding in the future.

L. Conard noted that the 2014 Lakeland Chapter of the American Red Cross application for vehicles was approved under SAFETEA-LU.

3. Discussion of the tentative development schedule and process for Brown County's Coordinated Public Transit-Human Services Plan.

L. Conard stated that the *Coordinated Public Transit-Human Service Transportation Plan* must be developed through a local process that includes representatives from public and private transportation providers, human service agencies, interested parties, and the general public.

L. Conard reviewed the key required elements of the plan:

Demographics

Persons with Disabilities Population

Population by Age

Inventory of Public Transit-Human Services Transportation Services in Brown County
(including private-for-profit providers)

Action Plan

Needs and gaps in transportation services

Possible solutions to the needs and gaps

Persons or entities responsible for addressing needs and gaps

A timeline for implementation

Roadblocks to implementation

Program of Projects

Section 5310 and 5311 Programs

L. Conard noted that the intercity service provided by the private-for-profit companies, Lamers Inc. and Jefferson Lines, would be included in the document since Section 5311 (rural public transportation funds) are being used to subsidize the services.

L. Conard noted that Lamers provides daily service between the UW-Green Bay campus and the UW-Madison campus. Stops are made along the way. The service stops at Metro's Transportation Center (901 University Avenue) as well as the Greyhound depot.

TCC members discussed this as an option for clients that may have a medical appointment in Madison.

L. Conard stated she believed the rate was \$55 for a round trip ticket between Green Bay and Madison and \$30 for a one-way ticket. Rates are lower from stops located between Green Bay and Madison.

L. Conard noted that Jefferson Lines provides one round trip daily between Milwaukee and Minneapolis with stops in Green Bay.

L. Conard noted that the Lamers and Jefferson Lines services are provided using coach buses.

S. Popp asked about capacity and use.

L. Conard stated that since the service was subsidized with public funds, trip data would need to be reported to the state. L. Conard will contact the appropriate staff at WisDOT Central Office and report back at a future meeting.

S. Popp inquired about accessible coaches.

L. Conard stated since public funds were involved, accessible vehicles would likely be required.

The committee suggested that this may be something that would have to be requested in advance since not all coach vehicles are equipped to handle wheelchairs.

Discussion occurred on the level of intercity bus transportation available in Brown County.

Specific information can be found and online reservations can be made via the following websites:

Lamers: <http://www.golamers.com/>

Jefferson Lines: <http://www.jeffersonlines.com/>

L. Conard stated that the coordination plan must be submitted to WisDOT in December of 2013.

M. Schlautman asked if the Aging and Disability Resource Center (ADRC) staff can do anything to assist in the county planning effort.

L. Conard stated that she will be creating the required "meeting flyer" and will be asking members of the committee to post the flyer at their agencies.

4. Round robin discussion about paratransit service.

S. Popp stated that she had two clients call within a couple of days of each other noting that they had attempted to schedule a paratransit trip with MV. In both cases the client reported that they were told by MV that they had no openings.

P. Kiewiz stated that ADA allows the provider to negotiate a pick up time (within 30 minutes of the requested time). It was not known if the clients were offered appropriate alternative times and chose to not accept them.

S. Popp asked about MV staff taking reservations prior to 8:00 a.m.

P. Kiewiz stated that Metro policy is that MV may begin taking reservations at 8:00 a.m.

P. Kiewiz reminded everyone that if any of the agencies have a client applying for paratransit certification, they should submit a completed medical form. Metro staff cannot approve an application until the form is completed.

G. Jackson, manager of MV Transportation, encouraged paratransit riders and agency staff to contact him if they have any concerns regarding the service.

D. Weyer stated that the US 41 reconstruction project is creating detours and asked Metro and MV if they were receiving timely updates. D. Weyer also noted that work on Hansen Road was beginning soon.

P. Kiewiz confirmed that she was receiving proper notice from WisDOT.

L. Conard encouraged members to "save the date" of Friday, July 26, 2013, from 8:30 a.m. to 12:00 p.m. because the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC), in partnership with the East Central Regional Planning Commission, will be hosting a transportation conference. Carrie Porter, an expert on medical assistance transportation, will be one of the keynote speakers. All are invited, and an invitation will be sent to the TCC members once the agenda has been issued.

T. Wittig stated that the Green Bay Transit Commission implemented a new policy regarding certified paratransit clients. Clients may now use the fixed route bus service for free and bring along one attendant at no charge. This will save the user \$6.00 per round trip and save Green

Bay Metro the subsidy paid to MV for each paratransit trip taken.

5. Other matters.

C. Runge noted that P. Finder-Stone is no longer on the ADRC Board of Directors and that this will be her last meeting as a representative of the ADRC Board. C. Runge thanked P. Finder-Stone for her service on the TCC as an ADRC Board member. C. Runge stated that he asked P. Finder-Stone if she would be willing to serve on the TCC as a citizen member, and she said that she would.

C. Runge asked S. Popp to provide the committee with an update regarding the new medical assistance transportation broker, MTM.

S. Popp stated that MTM is taking over for LogistiCare. MTM will begin service on August 1, 2013. The general reservation and "Where's my ride?" phone numbers will remain the same. Clients can begin calling in reservations with MTM starting July 17 for trips requested on August 1 or after.

In addition to the reservation and "Where's my ride?" phone lines, MTM will offer a "Care line" for clients to register complaints. The number for this phone line has not yet been established.

S. Popp stated that when a client initially calls MTM, staff will go through an over-the-phone application process. S. Popp stated that she has not seen the script for the application. LogistiCare's application records will not be transferred to MTM; therefore, clients will need to provide this information to MTM.

S. Popp stated that MTM is hosting a number of meetings across the state for interested public and private-for-profit transportation providers and stakeholders.

P. Kiewiz stated she attended one of the meetings. Representatives from MTM will be meeting with Metro staff to discuss fixed route and paratransit options. It is possible that MTM will ask Metro to allow clients to use MV. In this case, MTM could (and will likely) be required to reimburse MV for the full cost of these trips.

L. Conard noted that Metro is under no obligation to allow MTM to assign trips to the paratransit program. This is a decision Metro staff and the Transit Commission will make. However, MTM may be reluctant to assign a trip to the paratransit program given the approximately \$25.00 per trip cost within the current paratransit service area. Less expensive transportation services would likely be sought by MTM.

L. Conard added that if MA clients used the fixed route system, it would be a win-win for all.

S. Popp stated the Wisconsin Department of Human Services (DHS) is in the process of hiring an independent third party ombudsman. DHS is currently negotiating with the firm Hewlett-Packard. The start date has not been identified.

S. Popp stated MTM will be responsible for certain VA trips. This is a welcome change from the previous contract.

S. Popp stated that MTM is asking its providers to contact their next day appointments the night before the ride to confirm trip details. Hopefully, this will reduce no-shows.

S. Popp summarized by stating that many in the industry believe MTM is better equipped to handle the contract than the previous provider, LogistiCare. However, whenever there is a transition, there is always initial confusion.

L. Conard noted that the new contract also calls for higher performance standards in terms of client on-phone wait times. LogistiCare was documented for having excessive on-phone wait times.

C. Runge reviewed the following:

The remaining TCC meeting dates in 2013 are as follows:

Monday, September 9
Monday, December 9

The meetings will be held at:

Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

6. Adjourn.

C. Runge closed the meeting at 11:05 a.m.